

Multimedia and Embedding 101

For today's Session, it would be best to Create a NEW FOLDER. Label it 'Multimedia and Embedding 101'. Save all materials into this folder. You're now ready to start.

Converting Pages Documents for the Web

1. Go to The FishBowl and download the Session Document
2. Open in 'Pages'



File > SaveAs > Save Copy As 'Microsoft Word'

Ideal for uploading to Google Docs for further editing and collaboration. If the document has images, be fore warned. These will 'move' around with the conversion.



File > Export > PDF

Ideal for uploading to your wiki for users to 'download', or for attaching to an email.

Embedding Google Docs in your Wiki

You *can* embed a Google Document or Spreadsheet into your wiki page to display. This will create a small preview sized view. The document, once embedded cannot be 'worked' on. See the *Multimedia and Embedding Session Page*.

To embed your Google doc:



Open the Google Doc you wish to embed on your wiki



File > Publish to Web (see image to right)



Confirm that you wish to publish



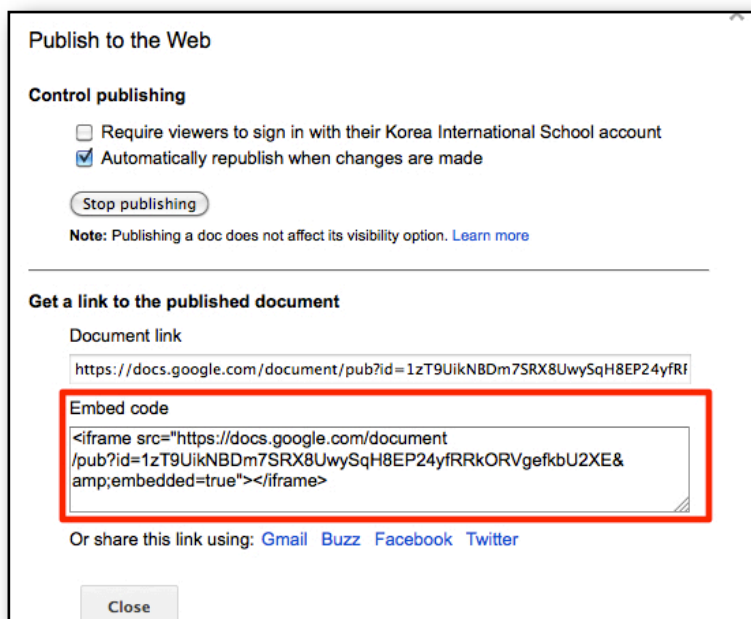
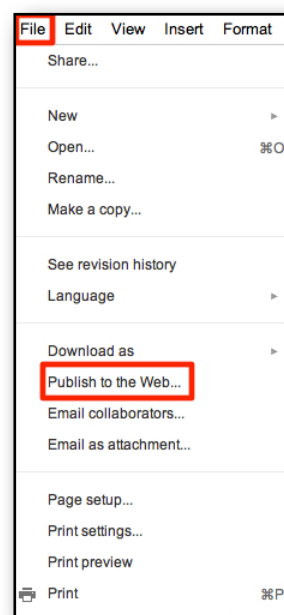
Copy the Embed Code



On your Wiki Page: Edit > Widget > Other HTML



Paste the Embed Code



Converting Photos for the Web

Modern cameras are now capable of taking extremely high quality shots, which effectively translates as extremely large **file** sizes. Remember: file size and image size are not the same thing. File size refers to *quality*, while image size refers to physical *dimensions*. We are concerned here only with the file size.

Things you should know about handling and distributing large files:

- ★ Email accounts often have a limit. For school based email, this is in fact 25MB.
- ★ High resolution photos, when embedded on any web page, will slow down the loading of the page.

A: Export using Iphoto

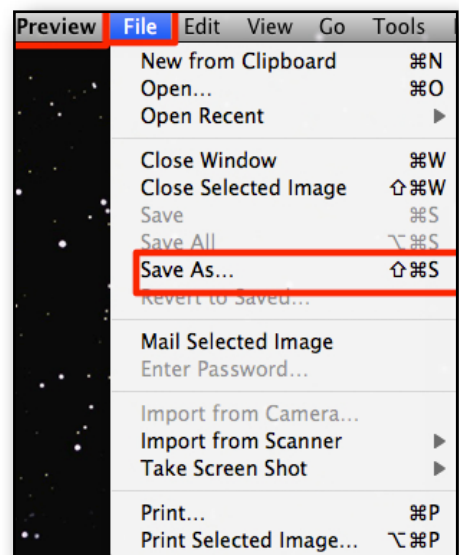
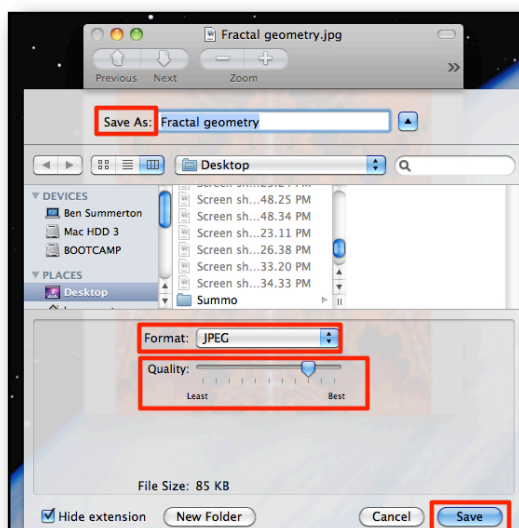
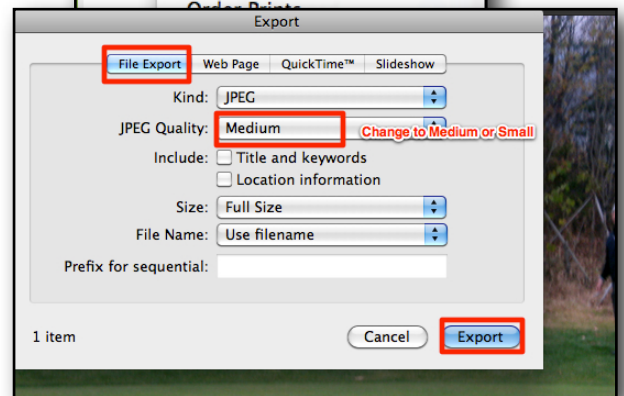
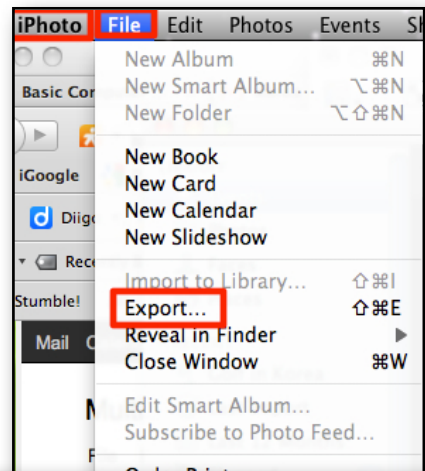
Here is how to Optimize your High Resolution photos (in *Iphoto*) for the Web:

- ✓ Select the photo
- ✓ File > Export (see: top right)
- ✓ Select Small or Medium (see: lower right)
- ✓ Export

B: Export using Preview

Sometime you'll have an image file that you don't want in your Iphoto library, but nonetheless want to email or upload to a website. To convert or Optimize using Preview, here are the steps:

- ✓ Open Image in Preview (right click > Open With...)
- ✓ File > SaveAs (see: right)
- ✓ Select Format (**this could include .jpg if converting from pdf**)
- ✓ Adjust Quality (see: below)

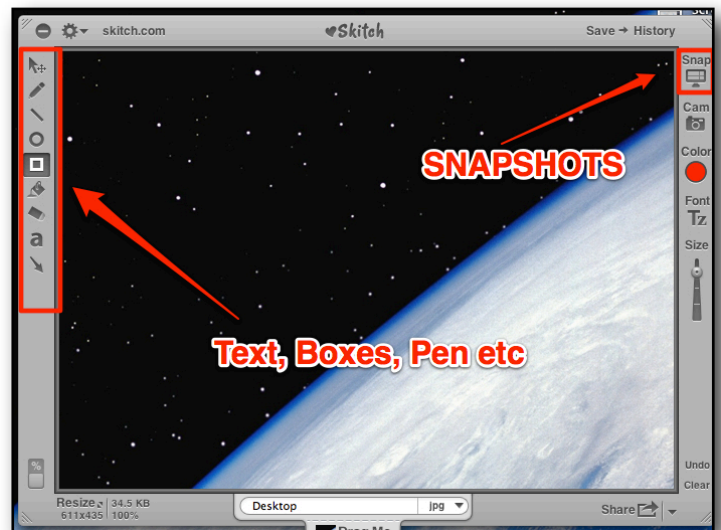


C: Export using Skitch

Skitch is great for taking quick and easy screen shots, and for adding text and boxes to it. This is how the screen shots for this document have in fact been prepared.

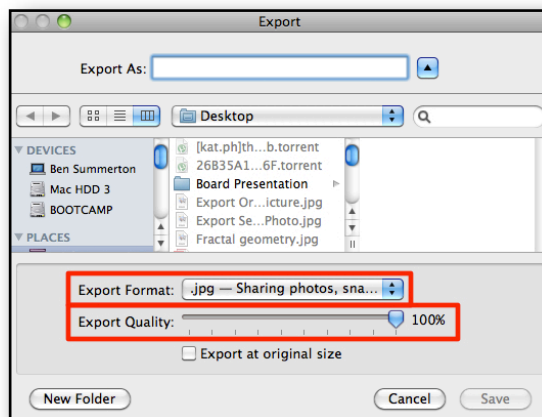
Taking Screenshots with Skitch

- ✓ When the App is open you'll see this window (right)
- ✓ In the top right of the window there is a button called 'Snap'. Give it a try!
- ✓ Once you have your screenshot (i.e. snap) you can add features from the left side of the window pane .
- ✓ File > Export



Optimize images with Skitch

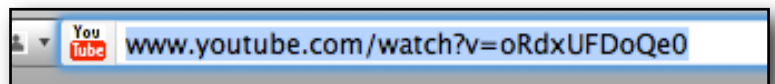
- ✓ If you prefer to use the native Mac method of screenshots (Command+Shift+4), you can open these in Skitch to add text, boxes and anything else that you want.



- ✓ File > Export
- ✓ Adjust Export Quality according to your needs (downgrade if using for webpage)

Downloading Videos from YouTube

You never know when the internet might drag it's heels and therefore upset carefully laid plans for your lesson. Here is how to grab a copy of a YouTube clip.



- ✓ Find your YouTube Clip
- ✓ Copy the URL address
- ✓ Go to **keepvid.com**
- ✓ Paste the URL and click **Download**



- ✓ When prompted, **Allow Applets**

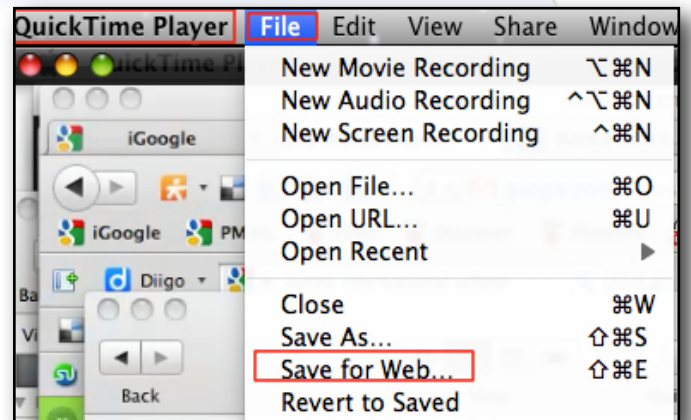


- ✓ Select format for your Video (recommend MP4)
- ✓ Note: You can just download the AUDIO if you want to.

Downsizing your Videos

Quicktime is the easiest solution for converting Video files.

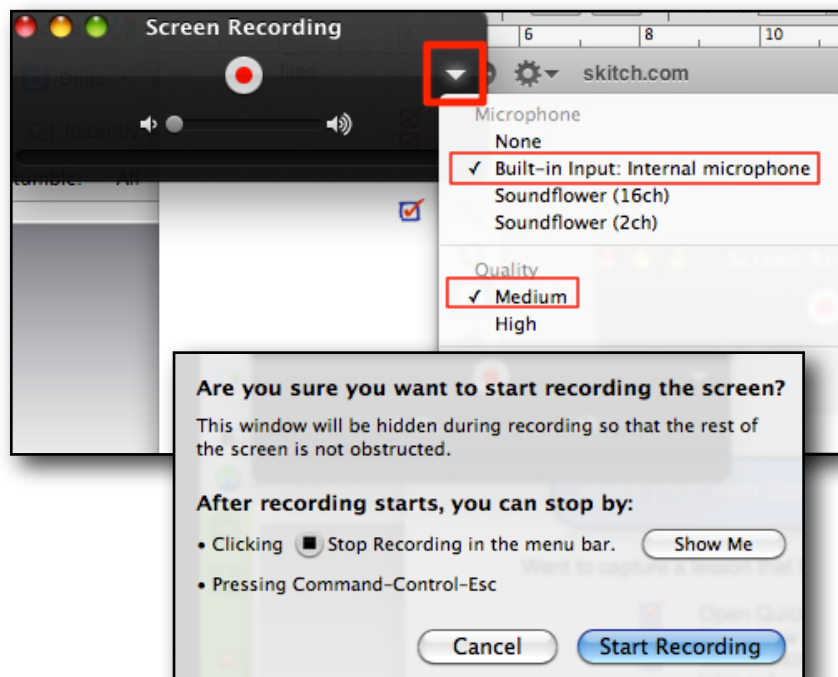
- ✓ File > Save for Web...
- ✓ Select the size and quality for the Web (iPhone low and high, or Computer)
- ✓ These same options are available if you select Save As... from the File Menu.



Make your own Screen Recording Videos with Quicktime

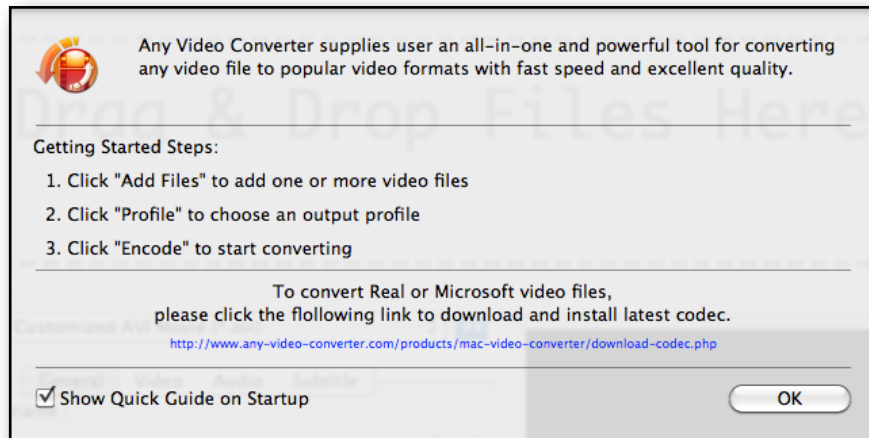
Want to capture a lesson that features a presentation (Keynote etc)? Here's how to do it:

- ✓ Open Quicktime Player
- ✓ File > New Screen Recording
- ✓ Select Microphone and Quality (medium...especially is you're going to distribute the file later on)
- ✓ Stop Recording (top Menu bar)
- ✓ File > **Save As...** or **Save for Web...**



Converting your Videos

There are any number of Video Conversion Apps available on the internet (many claiming to be free, only to be loaded with restrictions...). EdTech recommends 'Any Video Converter'. It can convert a large number of file types to whatever you need. It's as easy as 1-2-3 (see below)!



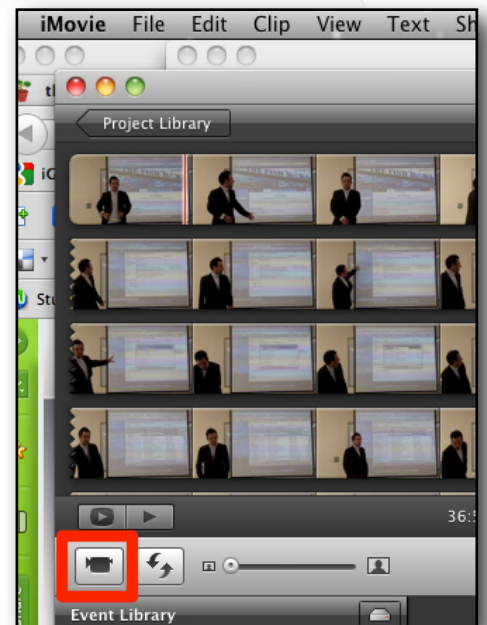
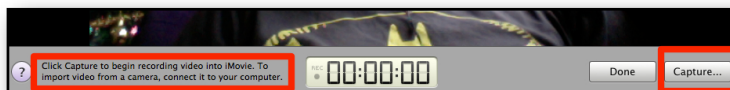
Download the Converter (**INTEL** version for Mac): http://www.any-video-converter.com/products/for_mac/

The Mac Camera

The Mac Camera can be accessed through a number of different Apps, but to create a video using it, here are two methods:

iMovie

- ☒ Once iMovie is opened click on the Camera icon (half way down screen and to the left)
- ☒ Press Capture to start
- ☒ **Stop**, when finished
- ☒ This will create a NewEvent and there will be a preview icon for your video.
- ☒ Right click and Show in Finder, if you need to upload the video or email it The default location is inside you **Movies/iMovie Events** Folder in the Finder.



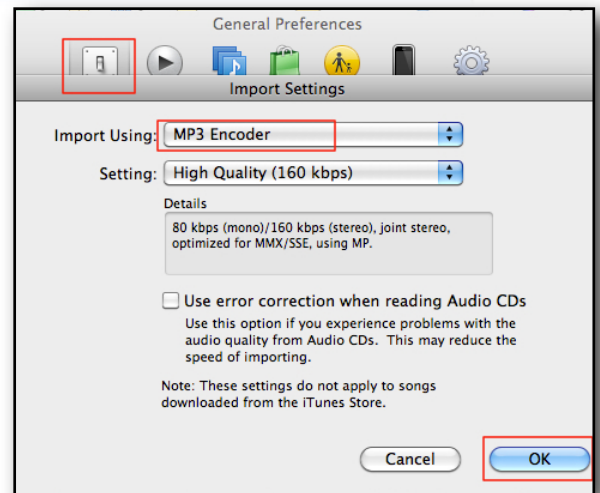
Converting Audio files (AAC and Mp3) in iTunes

iTunes, by default, imports music in AAC format (Advanced Audio Compression). This is necessary for iPods and the like, but what if you want to embed a song on your website?

To Convert from **AAC** to **Mp3** in iTunes:

- ✓ iTunes menu > Preferences > General
- ✓ Click on **import settings**, then **import using** and select **MP3 encoder**.
- ✓ Finally, highlight the files to be converted in iTunes and choose *create MP3 version* from the **Advanced** menu

To Convert from Mp3 to AAC, reverse the second step above and select AAC encoder instead!



Remove DRM (Digital Rights Management) from iTunes music files

Probably the most popular method for removing DRM-protection from purchased songs is to burn the files to a CD-R/W then import them back into your iTunes library. This is a free method guaranteed to free you of DRM madness.

- ✓ Create an iTunes **playlist** with your purchased songs.
- ✓ Insert a blank CD-R or a CD-RW. CD-RW is highly recommended if your playlist has hundreds of songs
- ✓ **Burn** the playlist to disk.
- ✓ **Re-import** the songs after a successful burn.
- ✓ Delete the original purchased tracks.
- ✓ There are other ways to remove DRM that don't involve throwing CDs in the trash. Here is a link to get freeware that will apparently do the job. Untested by EdTech.

Source: <http://www.iskysoft.com/article/remove-drm-protection-from-itunes.html>

Notes: